



City of Rowlett

Meeting Minutes

City Council

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

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Tuesday, April 16, 2013

5:30 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Present: Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Gallops, Councilmember Pankratz, Councilmember Miller and Councilmember Kilgore

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 p.m.

2. EXECUTIVE SESSION

There were no Executive Session items to discuss.

3. WORK SESSION ITEMS (5:30 P.M.)

3A. Consider opportunities for City Park Sponsorships. (30 minutes)

Jermel Stevenson, Director of Parks and Recreation and Angie Smith, Recreation Division Manager, gave a brief history of this item. Spoke concerning the City's advertisement ordinance.

Spoke concerning developing a Donation/Sponsorship Policy and catalogue.

- Provides options where prospective contributors can pick from a menu of items that include costs and donate a specific item or amount to the department.
- The donation would go directly to the PARDners Foundation. Provides the "tax write-off" benefit.

- The PARdners Foundation will then purchase the specific item and donate it to the department.

A member of Council spoke concerning the naming of the ball fields and changing the ordinance to allow for advertisement.

Staff stated once a catalogue was developed, staff would have the Council adopt the catalogue on an annual basis and address the ordinance stipulation by amending it specifically to the catalogue.

A member of Council stated the different sponsorship options will cater to the local businesses' target audiences; another member of Council stated sponsorship is an opportunity.

Staff stated they must be methodical and not quick with creating and implementing the sponsorships as the unintended consequences, if not managed correctly, could be dire with hurt feelings.

3B. Update on Eco-Tourism Kiosk at Paddle Point Park. (20 minutes)

Jermel Stevenson, Director of Parks and Recreation and Angie Smith, Recreation Division Manager, gave a brief history of this item. Spoke concerning the possible kiosk. Stated there are two options and both have maps, which will allow for businesses to be easily located. The first option is an all aluminum kiosk with a slant roof, in ground display. Option 2 is a black textured in-ground upright pedestal. The Parks and Recreation Advisory Board is supportive of Option 2.

It was suggested that the City own and maintain the kiosk and the Rowlett Chamber of Commerce would participate with the formation of the items on the kiosk regarding retail and consumer services.

July 2013 is the target date to begin construction.

3C. Discuss the City's Economic Development 5-Year Strategic Plan. (30 minutes)

Jim Grabenhorst, Director of Economic Development gave a brief history of this item. As a result of the Realize Rowlett 2020 process, key strategic action items were identified, which assisted in developing the basis for the Economic Development 5-Year Strategic Plan. Stated one of the discussions to being strategic is ensuring things are not left to chance.

Staff spoke on the following key areas:

- Downtown Rowlett
 - Pedestrian Environment
 - Develop Downtown Identity

- Economic Development Tools
- Woodside Living
 - Traditional Neighborhood Residential
 - Recreational Environment
 - Public Improvements
- Healthy Living
 - Recreational Opportunities
 - Health & Wellness Options
 - Public Improvements
- Signature Gateway
 - Signature Buildings
 - Economic Development Tools
- North Shore Commercial District
 - Commercial Investment
 - Public Improvements
- State Highway 66 and PGBT Corridor
 - Commercial Attraction
 - Regulating Tools
- Citywide
 - Creating a sense of place
 - Economic Development Tools
- Economic Development Implementation Table

Members of the Council praised staff on their work and complimented staff on the business retention aspect of economic development.

3D. Discuss future uses of Community Development Block Grant (CDBG) Funds. (45 minutes)

Jim Proce, Director of Public Works/Development gave a brief history of this item. Stated the three national objectives of CDBG are: to directly assist low income persons; provide urgent community need (disaster relief); and to eliminate slum and blight. Spoke regarding the CDBG eligible areas within the City and grant administration.

Staff spoke regarding the impact of funding other types of activities:

- Administrative fee will rise to 20%, plus project delivery expenses; anything incurred over 20% will have to be subsidized by the City.
- To accomplish, Rowlett can either hire staff or expand consulting services.
- Additional resources needed: Program design, application processing, environmental site-specific reviews, scopes of work, procurement and management of contractors, contracts, inspections, project monitoring and follow-up.
- Increased interaction with other state/federal agencies for each site, i.e., historical reviews.
- Housing – Fair Housing and Lead Paint/Asbestos abatement.

Spoke as to what the City could do differently:

- Streetlights
- Alleys
- Sidewalks
- Augment or leverage other opportunities

Jo Carroll with Community Development and Training Network, stated she does educate the public about other assistance programs.

A member of Council stated the City could distribute the grant funds to 501(c)3 organizations to do the work. Asked staff to bring forward at the next discussion a list of 501(c)3 organizations that specialize in providing insulation, home improvements, weatherproofing, or other direct assistance to lower income residents.

Staff stated the City is always responsible for paperwork and auditing and the City would still have to oversee those entities.

A majority of Council stated they would like to have this item brought back for further discussion to focus on the social services aspect of the grant.

4. DISCUSS CONSENT AGENDA ITEMS

No items were removed from the Consent Agenda to be considered individually.

CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)

Convened into the Council Chambers at 7:36 p.m.

INVOCATION

The invocation was led by Pastor Kent Cox, Crossroads Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the City Council.

TEXAS PLEDGE OF ALLEGIANCE

The Texas Pledge of Allegiance was led by the City Council.

5. PRESENTATIONS AND PROCLAMATIONS

5A. Proclamation recognizing April 21 – 27, 2013 as National Volunteer Week.

Mayor Pro Tem Phillips and City Manager Lynda Humble recognized the week of April 21 – 27, 2013 as National Volunteer Week.

5B. Proclamation recognizing the week of May 5 – May 11, 2013 as Municipal Clerks Week.

Mayor Pro Tem Phillips recognized Laura Hallmark, City Secretary and Stacey Chadwick, Deputy City Secretary and acknowledged the week of May 5 – 11 as Municipal Clerks Week.

5C. Proclamation recognizing Administrative Professionals Week as April 21-27, 2013, and Administrative Professionals Day as Wednesday, April 24, 2013.

Deputy Mayor Pro Tem Gallops recognized Evette Whitehead, Executive Administrative Assistant and acknowledged the week of April 21 – 27, 2013 as Administrative Professionals Week and April 24, 2013 as Administrative Professionals Day.

5D. Proclamation recognizing the week of April 14-20, 2013 as National Library Week.

Councilmember Kilgore recognized Kathy Freiheit, Director of Library Services and the Library staff with a proclamation and acknowledged the week of April 14 – 20, 2013 as National Library Week.

5E. Presentation of 2012 Achievement of Excellence in Libraries Award from the Texas Municipal Library Directors Association.

Councilmember Kilgore and City Manager Lynda Humble presented Kathy Freiheit, Director of Library Services and the Library staff with the 2012 Achievement of Excellence in Libraries Award.

5F. Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interests.

Mayor Gottel gave a brief update to the Council on the various activities in the City including the next Planning and Zoning Commission meeting to be held on Tuesday, April 23rd; the next City Council meetings will be held on Tuesday, May 7th and 21st; Early Voting for the May Election will begin April 29th – May 7th with May 11th being Election Day; the Animal Shelter will host Low Cost Animal Vaccination Clinic on Saturday, April 20th beginning at 2:00 p.m.; the Rowlett

Library's Tech Ed will present Electronic Resume Building on Friday, April 19th beginning at 10:30 a.m. and Facebook on Tuesday, May 7th beginning at 6:30 p.m., April 15th – 20th is National Library Week, the entry due date for the Annual Writing Contest is Monday, April 29th, *The Wizard of Oz* movie will be shown on Saturday, May 4th at 10:30 a.m., Saturday, May 4th is Free Comic Book Day @ the Library, and teen volunteers are needed for the Summer Reading Program, contact Tonya Hartline at 972-463-3922; the Parks and Recreation Department will host the Kid Fish Outdoor Extravaganza on Saturday, April 20th at Community Park beginning at 9:00 a.m. and the Wet Zone will open on Saturday, May 18th; the Rowlett Police Department will host Youth and Teen Police Academies beginning in the summer for youth that are Rowlett residents, registration deadline is Friday, May 3rd; the Electronics Recycling Roundup will be held in the Home Depot parking lot on Saturday, April 27th beginning at 9:00 a.m.; and the National Prescription Take Back Day will be held on Saturday, April 27th at the Rowlett Community Centre beginning at 10:00 a.m.

Councilmember Pankratz spoke concerning the Animal Shelter immunization and adoption packages.

6. CITIZENS' INPUT

1. Ken Romaine, 3001 Larkin Lane, Rowlett – Spoke concerning Information Technology and the Department of Information Resources.
2. Chris Paul, 7313 Deerfield, Rowlett – Spoke concerning invocations.
3. Ivie Powell, PO Box 2091, Rowlett – Spoke concerning invocations.

7. CONSENT AGENDA

No items were removed from the Consent Agenda to be considered individually.

The City Secretary read the items into the record.

- 7A.** Consider approving minutes from the April 2, 2013 City Council Regular Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider action approving a resolution in non support of House Bill 3049 and House Bill 3052 changing the general election date for municipalities from May to November.

This item was approved as RES-039-13 on the Consent Agenda.

- 7C.** Consider a resolution supporting the designation of the North Central Texas Council of Governments (NCTCOG) Metropolitan Planning Area as the official Texas Connectivity Hub as proposed by Rep. Angie Chen Button.

This item was approved as RES-040-13 on the Consent Agenda.

- 7D.** Award IT Professional Services to Netera Networks for City Network Infrastructure/Foundation Rebuild.

This item was approved as RES-041-13 on the Consent Agenda.

- 7E.** Award bid to TFE (a DIR and HUB) Cisco Partner for Cisco equipment (switches, routers, etc.) needed to rebuild the City's network infrastructure/foundation.

This item was approved as RES-042-13 on the Consent Agenda.

- 7F.** Consider action to approve a resolution awarding bids for the lease of three multi-function copier/printer/scanner/facsimile devices in the total amount of \$62,811.84 to Konica Minolta for Municipal Court, Planning and Zoning, and Fire Administration through the Interlocal Cooperative Purchasing Agreement with the Texas Comptroller of Public Accounts and the Department of Information Resources (DIR).

This item was approved as RES-043-13 on the Consent Agenda.

- 7G.** Consider a resolution approving Task Authorization #GA24 to the Agreement for Professional Services with Grantham & Associates, Inc. in the amount of \$49,295.00 for the engineering design of the PGBT Service Road 12-inch Water Main North of Miller Heights, and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-044-13 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried with a 5 – 1 vote (Councilmember Miller voting against).

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A. Conduct a public hearing and consider an ordinance approving a request to rezone a parcel from the Limited Commercial zoning district to the Single Family – 8 zoning district. The subject property is a 0.151 acre portion of a 3 acre unplatted lot in the William Crabtree Survey, Abstract No. 346, City of Rowlett, Dallas County, Texas. (ZA13-645)

Mayor Gottel read the item into the record.

Michele Berry, Planner II, gave a brief history of this item. Stated the request can be interpreted to correct an error from when the current zoning was established. In general, it is best not to split the zoning on parcels as it complicates the development process. It appears that at the time the current zoning was established, the zoning was designed to cut straight west Dalrock Road, ignoring the property lines to the west, including Mr. Spencer's property. Further stated the undeveloped land in the area is zoned SF-8; however, this case is for 0.151 acres of a total 3 acre lot to allow development of the entire lot. This request is being made to bring the entire lot under the same zoning district.

The public hearing opened and closed with no one speaking.

A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Pankratz, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as ORD-004-13.

- 8B. Conduct a public hearing and consider continuing Chapter 34, Article III, Sections 34-61 through 34-65 of the Code of Ordinances regarding the Juvenile Curfew Ordinance.

Mayor Gottel read the item into the record.

Chief Brodnax gave a brief history of this item. Stated there is a need to continue with the juvenile curfew enforcement.

A member of Council voiced concern about juveniles being out late during the summer months.

Chief Brodnax replied by having an ordinance, it gives the Police Department an opportunity to contact the parents of the juveniles. Stated the ordinance has been established by mirroring a statewide ordinance to minimize confusion.

A member of Council stated he is opposed to juvenile curfews; however, the exceptions in the ordinance are numerous, and it allows the Police Department to monitor late night situations.

The public hearing opened and closed with no one speaking.


A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as ORD-005-13.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS


There were no Executive Session items to consider.

9. ADJOURNMENT

Mayor Gottel adjourned the meeting at 8:31 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: May 7, 2013

